



Office of Administrative Services
FOIA Requester Service Center

December 7, 2016

Mr. Michael Ravnitzky
[Address Omitted]

Dear Mr. Ravnitzky:

This is in response to your U.S. General Services Administration (GSA) Freedom of Information Act (FOIA) request (GSA-2017-000239), dated November 10, 2016, in which you requested the following:

“[a] copy of the GSA-specific agency briefing materials related to the Presidential transition for Agency Review Teams or Agency Landing Teams. I am primarily interested in GSA records from the time period July 1, 2016 to present.”

Please be advised that copies of any transition team briefings and briefings reports prepared by the GSA for the Transition Teams can be found on the following website:

[GSA Transition Briefings](http://www.gsa.gov/portal/category/101394)
(<http://www.gsa.gov/portal/category/101394>)

This completes our action on your FOIA request. Should you have any questions, please contact Neil Skidmore by email at neil.skidmore@gsa.gov. You may also contact the GSA FOIA Public Liaison, Audrey Brooks, at (202) 205-5912 or by email at audrey.brooks@gsa.gov for any additional assistance and to discuss any aspect of your FOIA request.

Sincerely,

Travis Lewis

FOIA Program Manager